
To: Renfrewshire Integration Joint Board

On: 18 March 2016

Report by: Chief Officer

Heading: Audit Committee Membership

1. Summary

1.1. Previous reports to the IJB have highlighted the requirement to put in place adequate and proportionate internal audit arrangements for review of the adequacy of the arrangements for risk management, governance and effective control of delegated resources.

1.2. At its meeting on 20 November 2015 the IJB approved the establishment of an audit committee, together with its terms of reference and standing orders. This report sets out for consideration and approval proposals in relation to the membership of the audit committee.

2. Recommendation

Integration Joint Board members are asked to:

- Note the arrangements for the establishment of an audit committee;
- Consider nominations for appointments to the audit committee in line with the arrangements set out in paragraph 4.2 of this report;
- Agree that the Chief Officer will put in place the necessary arrangements to support the Audit Committee and its members, and an annual schedule of meetings for 2016/17 in consultation with its Chair and the Vice Chair.

3. Background

3.1 Previous reports to the IJB have highlighted the requirement to put in place adequate and proportionate internal audit arrangements for review of the adequacy of the arrangements for risk management, governance and effective control of delegated resources.

3.2 At its meeting on 18 September 2015 members of the IJB approved the proposal for the Council's Chief Internal Auditor to provide the internal audit service to the IJB, and noted that she would bring forward an internal audit plan for 2016/17 for approval by the IJB by 31 March 2016. The draft audit plan is the subject of a separate report for consideration and approval at this meeting.

3.3 At its meeting on 20 November 2015 the IJB approved the establishment of an audit committee, together with its terms of reference and standing orders. This report sets out for consideration and approval proposals in relation to the membership of the audit committee.

4. Membership of the Audit Committee

4.1 The Terms of Reference of the Audit Committee agreed by the IJB at its meeting on 20 November 2015 contained the following provisions in relation to membership and chairmanship:

- Membership must comprise an equal number of voting members from both the Health Board and the Council. The Renfrewshire IJB Audit Committee shall comprise 2 voting members from the Health Board, 2 from the Council and 2 from the non-voting membership.
- The Chair of the Audit Committee shall be a voting member chosen by the IJB. The Chair of the Audit Committee must not be the Chair of the IJB, or be a representative of the same constituent authority as the Chair of the IJB. The IJB may also appoint a voting member as vice chair of the Audit Committee.

4.2 In line with the agreed terms of reference, the proposed approach to the appointment of members of the audit committee is set out below:

- The four health board voting members are invited to nominate two of their number to sit on the audit committee. The health board members are also invited to propose which of the two nominated members is to be Chair of the Audit committee.
- The four council voting members are invited to nominate two of their number to sit on the Audit Committee

- The non-voting members are invited to indicate if they would wish to be considered for nomination to sit on the Audit Committee. To avoid conflict of interest, notwithstanding that the Chief Officer and Chief Finance Officer are non voting members of the IJB, they shall not be members of the audit committee

4.3 The agreed terms of reference for the Audit Committee state that it shall meet at least three times a year. It is proposed that the IJB delegate to the Chief Officer the making of the necessary arrangements to schedule these meetings in consultation with the Chair and Vice Chair, and to arrange support to the Audit Committee and its members.

Implications of the Report

1. **Financial** – sound financial governance arrangements are being put in place to support the work of the Partnership. The establishment of an audit committee is a key component of good governance.
2. **HR & Organisational Development** – n/a
3. **Community Planning** - n/a
4. **Legal** – The governance arrangements support the implementation of the provisions of the Public Bodies (Joint Working) (Scotland) Act 2014, and are in line with national guidance
5. **Property/Assets** – n/a
6. **Information Technology** – n/a
7. **Equality & Human Rights** – The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** –n/a
9. **Procurement** – n/a
10. **Risk** – One of the core functions of the audit committee is to keep under review the arrangements for the effective management of risk in those services delegated to the Health and Social Care Partnership
11. **Privacy Impact** – n/a.

List of Background Papers – none

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